

Sangamon Valley LEPC

P.O. Box 2105, 2801 N. Fifth Street
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AGENDA

January 19, 2012

8:30 AM

*Office of the State Fire Marshal
1035 Stevenson Drive
Springfield, IL 62703*

Meeting Called to Order by David Butt, Chairman

Approval of Minutes from Last Meeting (11/17/2011)

Introductions

Recognition of LEPC Members and Visitors

Old Business

Independent Contractor's Report on Progress of Site Specific Planning Project

Project Progress

Chair's Comments

Comprehensive Emergency Response Plan for Sangamon County

Submitted to IEMA Region 6 with PDR on 12/29/11

Ensure Fulfillment of EPCRA Planning Requirements

Vote to Accept by LEPC

Exercises/Training

Open Meetings Act Training

One-time Training for Members by Illinois Attorney General

Naming OMA Designees with Annual Training Requirements

Cyber Security State Tabletop Exercise (2/23/12)

Community Assessment Tool for Public Health Emergencies

New Business

Summary Report Relative to LEPC Activities During 2011

LEPC Planning Article from Fire Engineering® Magazine

Other Business

Other Business Old or New

Public Comment

Next Meeting: March 15, 2012

Motion to Adjourn

Sangamon Valley LEPC

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MINUTES OF THE SANGAMON VALLEY LEPC MEETING – January 19, 2012

Call to Order - The Chair, David Butt, called the meeting to order at 8:30 am, at the State Fire Marshal's Office Auditorium, 1035 Aldai Stevenson Drive, Springfield IL 62703.

There was a quorum with 19 members present: Becky Berberet, Springfield Clinic; Linda Bradbury, American Red Cross; John Brennan, Memorial Medical Center; David Butt, Sangamon County Office of Emergency Management; Brian Churchill, St. John's Hospital; Roger Cruse, Ameren Illinois; Larry Graf, Menard County EMS; Dean Heyen, Menard County Department of Public Health; Joe Kloba, Sangamon County 9-1-1; Tim Krell, Sangamon County Board; Mike Lopez, Sangamon County 9-1-1/ Village of Jerome; Pat Metz, City Water, Light and Power; Dick Rentschler, MABAS Division 48; Louie Rogers, Riverton Area Protection District; Jim Strutz, IL Water and Waste Water Association; Jason Sukut, Menard County EMA; Linda Swartz, Sangamon County Department of Public Health; Rick Weber, Springfield Fire Department; and Linda Wheeland, Springfield-Sangamon County Regional Planning Commission.

Approval of the Minutes - Minutes from the LEPC meeting of November 17, 2011, were distributed via e-mail prior to this meeting. A motion was made by Pat Metz, seconded by John Brennan and approved unanimously to accept these minutes.

Introductions - Self-introductions were made by the members in attendance. Two visitors were present: Matt Helms, Independent Contractor, and Kathy Allen, Illinois Emergency Management Agency (IEMA).

Old Business

Independent Contractor's Report on the Site Specific Planning Project – Matt Helms reported on project progress. Since our last meeting, he has completed plan updates for 20 plans and completed 3 new plans. Verizon Wireless and Windstream Corp. (formerly Paetec) have site plans that were updated plus new plans for EHS stored at sites below the threshold planning quantity. All the Brandt Consolidated plans were updated; as were the plans for our 2 bulk terminals storing fuel.

The Chair gave Matt credit for his continued diligence at annually updating site plans. The discovery of a new corporate owner for the former Paetec facilities shows the importance of this. The Chair inquired about progress at getting the Hospital Sisters' facility near Riverton into compliance. Matt, Louie Rogers, Brian Churchill and Kathy Allen were all part of a positive progress report. Kathy will have her staff try to help assure that Hospital Sisters makes its Tier 2 filing, required before March.

Comprehensive Emergency Response Plan for Sangamon County – The Chair distributed copies of the 23-page Hazardous Materials Annex written for the Sangamon County Emergency Operations Plan (EOP) as Section 9. IEMA requires that every county EOP have an annex developed in accordance with the requirements of the Emergency Planning and Community Right-to-Know Act (EPCRA). Section 5(e) of the IEMA Act states that our LEPC shall serve as an advisory committee to Sangamon County OEM for the development of emergency operations plan provisions for hazardous chemical emergencies. The Chair explained how and where the Hazardous Materials Annex met all the EPCRA requirements. It was shown how this plan differs from the site plans that Matt writes, but both this plan and our site plans are written in accordance with IEMA's Plan Development and Review document for LEPCs. On January 11, IEMA Region 6 approved the Hazardous Materials Annex for meeting IEMA's 5 basic planning concepts and EPCRA's 9 required planning elements. A motion was made by Jason Sukut, seconded by Linda Wheeland and approved unanimously to accept this Hazardous Materials Annex as the Comprehensive Emergency Response Plan for Sangamon County. Kathy advised when an LEPC receives Freedom of Information Act inquiries about its planning, it is a document such as this that the filer is looking for. Pat Metz made the recommendation that, for the LEPC, this document should be titled as the Comprehensive Emergency Response Plan for Sangamon County because the reference to Section 9 is confusing when it is not seen within the context of the larger EOP. Pat and Roger Cruse also indicated that they would e-mail the Chair a few typos that they found while reading the plan.

Exercises/Training – The Chair explained that a new law requires all LEPC members to complete on-line training from the Attorney General on the Open Meetings Act before the end of 2012. Training is at <http://foia.ilattorneygeneral.net/Default.aspx>. The Chair asked members to e-mail their certificates of completion to him. The new law also requires that our LEPC have Open Meeting Act Designees who must complete electronic training on an annual basis. A motion was made by Pat Metz, seconded by Mike Lopez and approved unanimously to make the Chair and Vice Chair (Bill Russell) our designees.

The Chair indicated that there will be a Cyber Security State Tabletop Exercise on February 23. Retired member Al Pinter continues to be involved with this activity. Participation will be by invitation from Springfield Police Department. Member Diana Wade has been working on a Community Assessment Tool for Public Health Emergencies and may be contacting LEPC members for input.

New Business

Summary Report Relative to LEPC Activities During 2011 – A draft of this summary report had previously been distributed via e-mail. The Chair reviewed our year's activity as documented. He specifically thanked Kathy for her efforts during the year to have our grant funding continue. Within the summary report, 4 goals of our LEPC have been itemized. We continue to do our work based on these goals. With these goals, we exceed our mission statement "Planning for Extremely Hazardous Substances in Sangamon and Menard Counties". Among the statistics reported for 2011, it was noted that each of the 14 facilities in Menard County that files a Tier 2 form is subject to site specific planning by Matt. It was also noted that Matt drove over 6,000 miles in 2011 for the LEPC and we should consider whether an increase in his travel compensation is called for before the federal fiscal year ends, at our September meeting. A motion was made by Jason Sukut, seconded by Joe Kloba and approved unanimously to submit the Summary Report Relative to LEPC Activities During 2011 to IEMA as presented.

LEPC Planning Article from Fire Engineering® Magazine – Matt found this article, "Off-Site Emergency Response Plans: A Preparedness Tool", in a magazine that he subscribes to. All members were given this magazine's website to find the article and read it. The author proudly describes his LEPC's planning activities and warns that site specific plans should not be used for more than they are intended for. The described planning activities mirror very closely our site specific planning project. With Matt's review of the article, he feels that we come up short in sharing in advice to law enforcement about the location of hazardous materials. Joe Kloba and Mike Lopez are our new LEPC members since the last meeting and both work with addressing for the 9-1-1 Center. Mike explained that it is his task to tag pertinent information onto 9-1-1 addresses for dispatchers to share with first responders. The Chair stated that this observation from Matt after he first read this article in November was the reason that the 9-1-1 Center was invited to become involved with the LEPC. A fifth goal of our LEPC is to pursue and complete the tagging for hazardous materials of all 9-1-1 addresses in Sangamon County that have a Tier 2 Form filed. Larry Graf told the LEPC that Menard County 9-1-1 has a list of all Tier 2 facilities, as there are only 14. Sangamon County has 128 facilities filing Tier 2 Forms.

Other Business

Grant to Menard County EMS – The Chair asked Larry about the \$6,270 Assistance to Firefighters Grant for Menard County EMS that was reported in the morning newspaper. Larry indicated that it was for 3 training mannequins that his department has sought, which will be very useful.

Meeting Closure – An opportunity was presented for public comment, but none was given. The next LEPC meeting is scheduled for 8:30 am, March 15, 2012, at the Office of the State Fire Marshal. There being no further business, a motion was made by Dean Heyen, seconded by Mike Lopez and approved unanimously to adjourn the meeting at 10:00 am.